



## **HEALTH & SAFETY CONSULTANT (Transportation Sector) HAMILTON/NIAGARA REGION**

The Infrastructure Health & Safety Association (IHSA) is a customer-focused organization that provides health and safety services to Ontario's construction, transportation, aggregates, and electrical sectors. IHSA's goal is to build strong partnerships with our clientele to identify and address their training needs and guide them in building a culture of workplace health and safety.

IHSA seeks a motivated, results-oriented individual for the role of **Health & Safety Consultant, Transportation Sector**. The incumbent will work with firms to assist them in creating an internal responsibility system (IRS). Duties include health and safety consulting; assessing training needs; articulating IHSA's value proposition; training; and working with key stakeholders within their assigned region.

### **RESPONSIBILITIES:**

- Consult and work with assigned priority firms following the IHSA methodologies of introductory meetings, gap analysis, presentation of a current plan and follow up as required.
- Work and consult with member firms to develop/create a self sustaining Internal Responsibility System (IRS).
- Consult and work with stakeholders, emerging firms, member and non-member firms, management, unions, various trade sectors and employer associations to build strong strategic partnerships to assess, identify and address their training needs.
- Instruct, train, educate and deliver public training programs to various levels of personnel with member and non member firms to address identified needs of specific structured courses.
- Deliver and facilitate health and safety programs and presentations that adhere to current Federal and/or Provincial legislation and support the policies, procedures, objectives and vision of IHSA to a variety of audiences (senior management, supervisors, front line workers and general audiences).
- Resolve challenges, continually monitor the effectiveness of existing programs and recommend appropriate solutions.
- Act as an expert in a variety of areas and provide sound advice and guidance on program development to clients.
- As a subject matter expert, maintain a high level of performance competence and expertise and maintain an up-to-date knowledge base of techniques and occupational health and safety legislation within the Federal and Provincial sectors.
- Schedule and manage course delivery timetables at various locations.
- As an Ambassador of IHSA, embrace and support the "Path to Zero." Continually promote the benefits of the program and the various seminars, products and services offered by the Association.
- Complete, file and maintain accurate participant's reports; grade tests, and conduct interviews.

- Recommend and implement course content updates based on related legislation and/or pertaining to the Ontario Ministry of Transportation (MTO), specifically the Highway Traffic Act. In addition, this would apply to relevant federal statutes as well, such as the Canada Labour Code and those originating from Transport Canada.
- Prepare reports for the Manager, Regional Operations relating to work schedules, expenses and travel arrangements. Control expenses, adhere to current procurement guidelines and maintain accurate financial records.
- Participate as a member of industry, sector and Provincial committees and develop new standards and regulations for the specific sectors IHSA serves.
- Develop and present topics at volunteer functions such as the Fleet Safety Council sponsored events and conferences and provide subject-matter expertise.
- Provide internal and external customer service to peers throughout the organization, as well as to members and strategic partners.
- Provide guidance, information training or instruction to co-workers, member firms employees supervising job and work sites during program delivery.
- Identify potential or actual hazards in accordance with OSHA requirements and adhere to health and safety regulations.
- Act in accordance with IHSA's health and safety program.
- Report hazards within the facility, as required by IHSA's health and safety program.
- Participate in the development, strategic planning and goal setting process within IHSA.
- Comply with the organization's vision, fundamentals, policies and procedures.
- Perform other duties and/or projects as assigned by management.

#### **QUALIFICATIONS:**

- Post-secondary completion (i.e. Health and Safety and/or industry related designation) with a minimum of five (5) years' related experience with expertise in the Highway Traffic Act and applicable regulations to the transportation industry.
- Knowledge of program development, delivery, adult training and education principles.
- Canadian Registered Safety Professional (CRSP) designation preferred.
- Possess knowledge in ergonomic principles and safe work practices, expertise in the Highway Traffic Act and applicable regulations to the transportation industry.
- Able to apply auditing principles in review of management systems.
- Advanced knowledge of Health and Safety management systems, programs, services and current federal and provincial legislation.
- NATMI Certified and Recognized Signing Authority with the MTO are both assets to this role.
- Periodically, where appropriate, a Health and Safety Consultant may be asked to assist in IHSA course development, revisions and/or legislative updates.
- First Aid, Cardiopulmonary Resuscitation (CPR) and Automatic External Defibrillator (AED) certifications.
- Knowledge of the Infrastructure Health and Safety industry and network.
- Ability to operate a computer and applicable software such as MS Office (Word, Excel, Outlook and PowerPoint), internet and intranet. As well as other relevant technology equipment (audio/visual equipment, training equipment and other pertinent industry specific tools).
- Strong communication skills to deal effectively with staff throughout the organization, as well as with external customers and stakeholders, suppliers and contacts to provide and obtain information.

- Creative, energetic, self motivated and results oriented.
- Proven team player who is both flexible and adaptable.
- Strong interpersonal skills with the ability to influence, persuade and communicate with people at all levels within the organization and with local, regional and national stakeholders.
- Analytical person to systematically break down complex issues related to assessing the health and safety training needs of member and non-member firms and schedule, deliver and evaluate training programs within the sectors that support the "Path to Zero" model.
- Valid Ontario G Class Drivers license, however a commercial vehicle AZ Class license would be an asset.
- Ability to work flexible hours.

**Please forward your resume and cover letter to [careers@ihsa.ca](mailto:careers@ihsa.ca) no later than February 24, 2012 quoting the following in the subject line of the email: H & S Consultant – Transportation Sector - Posting #RO2012-1. We appreciate your interest in IHSA, however, only those candidates who are selected for an interview will be contacted.**